

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE VISTA RIDGE METROPOLITAN DISTRICT HELD JULY 17, 2014

A regular meeting of the Board of Directors of the Vista Ridge Metropolitan District (referred to hereafter as the "Board") was convened on Thursday, the 17th day of July, 2014, at 8:00 A.M., at the Vista Ridge Community Center, 2750 Vista Parkway, Erie, Colorado. The meeting was open to the public.

Directors In Attendance Were:

Daniel Fishman
Michael Lund
Richard Cori
James Spehalski

Following discussion, upon motion duly made by Director Cori, seconded by Director Fishman and, upon vote, unanimously carried, the absence of Christopher Koch was excused.

Also In Attendance Were:

Lisa A. Johnson, Divena Mortimeyer and Dan Cordova; Special District Management Services, Inc.

Dawn Schilling; Schilling & Company, Inc.

Brandon Carter, Colorado National Golf Club

Tim Hedahl and Lisa Dickinson, Vista Ridge Master Homeowner's Association Board Members

**DISCLOSURE OF
POTENTIAL
CONFLICTS OF
INTEREST**

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State.

Ms. Johnson noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute.

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ADMINISTRATIVE MATTERS

Agenda: Ms. Johnson requested that the Board review and approve the proposed Agenda for the District's regular Board meeting.

Following discussion, upon motion duly made by Director Cori, seconded by Director Fishman and, upon vote, unanimously carried, the Agenda was approved.

Minutes: The Board reviewed the Minutes of the May 15, 2014 regular meeting.

Following discussion, upon motion duly made by Director Cori, seconded by Director Lund and, upon vote, unanimously carried, the Minutes of the May 15, 2014 regular meeting were approved.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims through the period ending June 12, 2014 totaling \$38,113.32 for general fund expenses and \$817,465.63 for debt service expenses for a total of \$855,578.95.

Following discussion, upon motion duly made by Director Lund, seconded by Director Fishman and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period ending June 12, 2014 totaling \$38,113.32 for general fund expenses and \$817,465.63 for debt service expenses for a total of \$855,578.95.

The Board then considered approval of the payment of claims through the period ending July 17, 2014, totaling \$35,662.77 for general fund expenses and \$1,800.00 for debt service expenses for a total of \$37,462.77.

Following discussion, upon motion duly made by Director Cori, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending July 17, 2014, totaling \$35,662.77 for general fund expenses and \$1,800.00 for debt service expenses for a total of \$37,462.77.

Director Spehalski joined the meeting at this time.

Financial Statements: Ms. Mortimeyer presented the unaudited financial statements for the period ending June 30, 2014 and the schedule of cash position for the period ending June 30, 2014.

Following review, upon motion duly made by Director Spehalski, seconded by Director Cori and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending June 30, 2014 and the schedule of cash position for the period ending June 30, 2014.

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2013 Audit: Ms. Schilling reviewed the 2013 draft Audit with the Board.

Following review and discussion, upon motion duly made by Director Lund, seconded by Director Spehalski and, upon vote, unanimously carried, the Board accepted the 2013 Audit, subject to the revisions discussed and final review by legal counsel and accountant, and authorized execution of the Representations Letter. The Board directed staff to transmit a revised draft audit to them with the changes discussed at the meeting incorporated for their final review.

Ms. Schilling and Ms. Mortimeyer left the meeting at this time.

LEGAL MATTERS

Irrigation Water Facilities Common Use Agreement (“the Agreement”): Ms. Johnson informed the Board that Ms. Jacoby drafted and transmitted a letter to the Golf Club including the District’s proposed revisions to the Agreement with a request for a meeting to discuss. The Golf Club representatives confirmed receipt of the letter and advised that they will meet with District representatives later in the year to discuss.

Resolution No. 2014-07-01; First Amendment to Resolution No. 2013-11-07; Regarding Colorado Open Records Act Requests: The Board discussed Resolution No. 2014-07-01; First Amendment to Resolution No. 2013-11-07; Regarding Colorado Open Records Act Requests.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Fishman and, upon vote, unanimously carried, the Board adopted Resolution No. 2014-07-01; First Amendment to Resolution No. 2013-11-07; Regarding Colorado Open Records Act Requests. A copy of the Resolution is attached hereto and incorporated herein, by this reference.

OPERATION AND MAINTENANCE MATTERS

Project Manager’s Report: Mr. Cordova reviewed with the Board the Project Manager Report (the “Report”). A copy of the Report is attached hereto, and incorporated herein, by this reference.

Fence Staining in Filings 1L, 1M, and 1N: Mr. Cordova presented a bid summary of three bids he solicited for fencing staining in Filings 1L, 1M, 1N. Bids were received from Olson Painting Inc. in the amount of \$6,825.00, Elite Painting Colorado in the amount of \$18,999.00, and CertaPro Painters in the amount of \$24,878.23. Mr. Cordova recommends awarding a contract to Olson Painting Inc.

Following discussion, upon motion duly made by Director Spehalski, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the

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proposal from Olson Painting, Inc. for a not to exceed amount of \$6,825.00 and directed staff to draft a change order to the original contract, for this next phase of fence staining work.

Integrated Water System Update: Mr. Carter presented the Integrated Water System Update. No action was taken.

Mr. Carter discussed with the Board his recommendation for the need to replace pumps at all facilities. The Board discussed soliciting bids for this work. Ms. Johnson will solicit a list of potential bidders and work with Mr. Carter and Mr. Cordova to draft a scope of work and solicit proposals.

OTHER MATTERS

Communication with the HOA: Mr. Hedahl addressed the Board. He advised the Board that the HOA Board of Directors is in the process of drafting a letter to the District Board of Directors outlining some concerns they have with the operations and maintenance of the District. Mr. Hedahl summarized the concerns to the Board as follows: tree replacements and other landscape issues, contractor and consultant bidding process and communication between the two entities. The Board and staff briefly discussed these concerns with Mr. Hedahl and the group determined that a joint meeting of representatives of each entity would be beneficial.

The Board then asked Mr. Hedahl to finalize and remit the letter to the Board. The Board will review the letter and contact the HOA manager with suggestions for a meeting or next steps.

District Website: Ms. Johnson advised the Board that the new website has been created and revised with comments received from the Board and is ready to be introduced to the community. The website address is www.colorado.gov/vistaridgemd. The Board asked Ms. Johnson to also include the monthly Budget Projections spreadsheet on the website.

Ms. Johnson will contact an HOA representative to ask them to send an email to the community regarding the new website and asking residents to visit and provide feedback.

September Board Meeting: The Board discussed re-scheduling the September regular board meeting. The meeting was re-scheduled to Thursday, September 25, 2014 at 8:00 am at the Community Center.

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ADJOURNMENT


There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting adjourned.

Respectfully submitted,

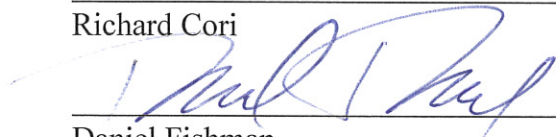
By _____
Secretary for the Meeting

THESE MINUTES APPROVED AS THE OFFICIAL JULY 17, 2014 MINUTES
OF THE VISTA RIDGE METROPOLITAN DISTRICT BY THE BOARD OF
DIRECTORS SIGNING BELOW:

James R. Spehalski


Christopher H. Koch


Michael Lund

Richard Cori


Daniel Fishman

RESOLUTION NO. 2014-07- 01

**FIRST AMENDMENT TO RESOLUTION NO. 2013-11-07,
VISTA RIDGE METROPOLITAN DISTRICT
REGARDING COLORADO OPEN RECORDS ACT REQUESTS**

A. On November 21, 2013, Vista Ridge Metropolitan District (the "District") adopted Resolution No. 2013-11-07 Regarding Colorado Open Records Act Requests (the "Resolution"); and

B. The District desires to amend the Resolution due to Colorado legislative changes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF VISTA RIDGE METROPOLITAN DISTRICT AS FOLLOWS:

1. Defined Terms. Capitalized terms used but not otherwise defined herein shall have the meaning ascribed to them in the Resolution.

2. Amendment to Section 6 of Resolution. Section 6 of the Resolution is hereby deleted in its entirety, and substituted in lieu thereof shall be the following:

"6. After the first hour of time expended in connection with the research and retrieval of public records, the Official Custodian is authorized to charge a fee, the maximum of which shall not exceed the fee set forth in Section 24-72-205(6), C.R.S., as amended from time to time, for the costs incurred to review public records requests, prepare documents for inspection, consultation with legal counsel or other consultants regarding such requests, to supervise and coordinate preparation, review and copying of public records, and for actual costs incurred by Official Custodian, District, District Management, outside consultants and legal counsel in responding to and complying with public record requests."

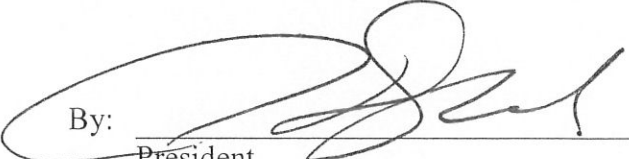
3. Except as expressly set forth herein, the Resolution continues to be effective without modification.

[SIGNATURE PAGE FOLLOWS]

[SIGNATURE PAGE TO RESOLUTION NO. 2014-07-01]

APPROVED AND ADOPTED THIS 9th day of July, 2014.

VISTA RIDGE METROPOLITAN DISTRICT

By: 
President

Attest:


Secretary

Project Manager Report

Vista Ridge Metropolitan District

5/8/14-7/10/14

General Landscaping

- ❖ Poor water quality and the presence of organic material in the raw water used to irrigate is again creating issues with clogged nozzles in the District's irrigation system. The chlorination system has been activated to treat the problem and alternative sprinkler heads which are more suited to a raw water system and less prone to clogging are being tested for use in larger-area tracts.
- ❖ Traffic pruning of trees and shrubs impeding District walkways was completed the week of June 30th.

2014 Landscape Enhancements

- ❖ Installation of approved landscape enhancements has been completed. Warranty replacements of unsuccessful 2013 landscape material has also been completed.

2014 Tree Care Program

- ❖ BioTree completed its second applications for the approved tree care program in June. New growth on a majority of the evergreens that were previously in decline has been observed and thus far the applications seem to have been successful.

Fence Staining & Repair

- ❖ Olson Painting has completed staining of Mountain View Blvd privacy fences. Replacement of split pickets along Mountain View Blvd privacy fence is scheduled for the week of July 14th.
- ❖ Proposals for fence staining of the District-maintained 3-rail fence in filings 1L, 1M, and 1N have been requested and will be presented at the July 17th Board meeting for consideration.

Other

- ❖ 8 e-mails and 10 phone calls from residents and 5 e-mails from the HOA Community Manager regarding maintenance issues were responded to.

Integrated Water System Update

Colorado National Golf Club

July 10, 2014

Coal Creek Station:

- Pumps are on when required
 - Currently using Combo #1
- June 7th the main 480 volt breaker was tripped
 - No power to pump station
 - Freedom Pump diagnosed that the lower pump to Combo #2 had shorted to ground and needed to be overhauled
- June 24th Freedom Pump determined the seals in the upper pump of Combo #1 were leaking after I told them I smelled grease or oil upon start up
 - The upper pump from Combo #2 was transferred to the upper pump of Combo #1 in order to have a working Combo to pump with.
- Currently there are 2 Pumps to be repaired at Freedom Pump's shop
 - The estimate charges are a total of \$8000.00
- As of early June, as often as possible, the #17 Pond has been filled via siphon from Pond #13 with Community Ditch water.

VRMD Pump 17:

- Pumps are working properly.
- Pump Maintenance call by Cascade Industries is scheduled for 7/15/14

Community Ditch:

- Charge water began 7/08/14
- Currently, the Academy wet well and the Farmer wet well have a working pump
 - There is not any redundancy in either wet well at this time.
 - Freedom Pump is working on two pumps and two new Computer drives will be purchased once the pumps are repaired.